



3GQ0003620100525

CUYAHOGA SOLON

CITY OF SOLON

3GQ00036 2010/05/25

MACPHERSON,
LINDSIE

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**Environmental
Protection Agency**

Commissioner, Governor
Deputy Commissioner, Lt. Governor
District Director, Director

May 25, 2010

RE: CUYAHOGA COUNTY
CITY OF SOLON
NOTIFICATION OF MUNICIPAL STORM
WATER PROGRAM INSPECTION

Mr. John J. Busch
City Engineer
City of Solon
34200 Bainbridge Rd.
Solon, OH 44139

Dear Mr. Busch:

This letter will serve as notice that Ohio EPA will be conducting a follow up inspection of your community's Storm Water Management Program (SWMP). This inspection is being conducted to determine compliance with the Ohio EPA General Storm Water NPDES Permit for Small Municipal Separate Storm Sewer Systems (Small MS4s) #3GQ00036*BG.

Our inspection will focus on compliance with minimum control measure #6: Pollution Prevention and Good Housekeeping for Municipal Operations. We will be using the audit guidance manual developed by the United States Environmental Protection Agency. We anticipate that the inspection can be conducted in one day. I have set aside the dates of June 7th or 8th, 2010, to conduct the inspection. **Please contact me upon receipt of this letter to let me know which of these dates will work best for you.**

June 2010 7:30 AM

To streamline the inspection, please have the following resources ready and available on the date of the inspection.

- Map of the MS4 system or outfalls
- An inventory of municipal facilities and operations, i.e., composting yards, vehicle maintenance facilities, bus terminals, impound lots and waste transfer stations, if applicable, and the storm water pollution prevention plan (SWP3) developed for these facilities
- Contracts with any third party service providers that assist you in implementing your pollution prevention and good housekeeping programs
- Guidance documents or BMP manuals used for your pollution prevention and good housekeeping program
- Training records, i.e., the agenda and attendance record of any training your staff has attended regarding pollution prevention for municipal operations

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City of Solon
May 25, 2010
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- List of active municipal construction projects, e.g., road projects
- The checklist used to inspect your municipal maintenance facility
- Street sweeping records, if performed
- Deicer application records, including a description of the materials used for deicing operations
- Inventory of flood management structures in your community which you maintain
- Fertilizer and pesticide application plan

Please make summaries or copies of this information that Ohio EPA can take for our files.

The inspection will consist of an interview followed by field inspections of your municipal operations facilities including your maintenance facility (or facilities, as appropriate), facilities where vehicle maintenance, composting activities, vehicle impoundment and waste management activities occur, **and** any facility which requires an NPDES permit for industrial storm water discharges. Please have the appropriate persons available to answer the interview questions and questions that arise during field inspections. I anticipate the interview will take no more than 2 to 3 hours to complete and will leave it to your discretion to schedule the field inspections. It should take no more than 2 hours to inspect each facility.

I look forward to working with you to perform the inspection. Please contact me to confirm the inspection date or to schedule a new date if necessary. You can contact me at (330) 963-1164 or via e-mail at lindsie.macpherson@epa.state.oh.us.

Sincerely,



Lindsie MacPherson
Assistant to the District Engineer
Division of Surface Water

cc: James S. Stanek, Director of Public Works, City of Solon
Tom Bandiera, Director of City Services, City of Solon

FIELD INSPECTION WORKSHEET

MS4 SWMP Evaluation

MS4 Maintenance Facility Field Inspection Worksheet

3PD00019*0D

Permittee: City of Solon <u>WWTP</u>	
Address of facility: <u>6951 Cochran Rd</u>	Size of facility:
Date of visit: <u>6/22/2010</u>	Time of visit: <u>2:15 pm</u>
Provide the name(s) and title(s) of permittee staff present during inspection	
Name	Title
<u>Tom, Bill, Marci, Rachel, Joan</u>	
<u>Michael Zronek</u>	<u>Manager</u>
<u>Rich Landman</u>	
Evaluator Observations:	
SWPPP or stormwater plan	
Has the maintenance facility developed a SWPPP or stormwater plan?	<u>no exposure</u>
Does the plan include a site map, list of pollutant sources, BMPs, and maintenance procedures?	
Does the permittee conduct and document periodic inspections of the facility?	
Are storm drains labeled and free of debris?	
Vehicle maintenance, fueling and washing	
Are vehicle maintenance activities conducted in a designated place not exposed to stormwater?	<u>no</u>
Are fueling stations properly designed with spill kits nearby?	<u>no</u>
Are vehicles washed on-site? Is wash water discharged to the MS4 or sanitary sewer?	<u>any done inside</u>
Material storage	
Are all materials that are potential stormwater contaminants stored under cover or in secondary containment?	<u>pull in outside storage</u>
Hazardous waste management	
Are all hazardous materials properly labeled and stored to prevent exposure to stormwater runoff?	<u>'used oil' 55 gal drum</u>
Waste management	
Are waste bins covered with waste properly disposed in containers?	<u>ferriic Chloride - exposure → bad air connection</u>
How is landscape waste stored?	<u>yes</u> <u>N/A</u>
Spill response	
Does the facility have a spill response plan, and are spill kits readily available?	<u>yes</u>
Employee training	
What type of stormwater training do maintenance staff receive?	<u>yes</u>

loading/unloading - of chemical - back of truck to end
↓
- polymer →
- cosmic soda

Ferric Chloride load/unloading connection site

- Paul Solanics - ww Director - send to WRP
City Hall →

FIELD INSPECTION WORKSHEET

MS4 SWMP Evaluation

MS4 Maintenance Facility Field Inspection Worksheet

Permittee: City of Solon <u>Service Facility</u>	
Address of facility: <u>6600 Cochran Rd</u>	Size of facility: <u>5 Acres</u>
Date of visit: <u>6/22/2010</u>	Time of visit: <u>12:30 pm</u>
Provide the name(s) and title(s) of permittee staff present during inspection <u>Scott Jakosh</u>	
Name	Title
<u>Tom Bandiera</u>	<u>Service Director</u>
<u>Bill Drsek</u>	<u>Sewer Division Manager</u>
<u>Dan D.</u>	<u>Construction Admin.</u>
<u>Marci, Rachel, Jan</u>	Evaluator Observations: <u>Ron Hodesky - Fleet Manager</u>
SWPPP or stormwater plan	
Has the maintenance facility developed a SWPPP or stormwater plan?	<u>not at this time in process</u>
Does the plan include a site map, list of pollutant sources, BMPs, and maintenance procedures?	<u>N/A yet</u>
Does the permittee conduct and document periodic inspections of the facility?	<u>Not yet</u>
Are storm drains labeled and free of debris?	<u>yes</u>
Vehicle maintenance, fueling and washing	
Are vehicle maintenance activities conducted in a designated place not exposed to stormwater?	<u>all floor drains connected to sanitary so yes</u>
Are fueling stations properly designed with spill kits nearby? <u>no roof</u>	<u>emergency shut off labels spill kill ✓ / CB near by go to oil/water sep then to sanitary</u>
Are vehicles washed on-site? Is wash water discharged to the MS4 or sanitary sewer?	<u>car-wash wash bay - sanitary - goes to sedimentation pit → sanitary sewer</u>
Material storage	
Are all materials that are potential stormwater contaminants stored under cover or in secondary containment?	<u>stockpiles much, compost (finished), top soil, C&D, etc Scrap metal</u>
Hazardous waste management	
Are all hazardous materials properly labeled and stored to prevent exposure to stormwater runoff?	<u>labeled "USE OIL"</u>
Waste management	
Are waste bins covered with waste properly disposed in containers?	<u>yes - except for leaking scrap metal dumpster</u>
How is landscape waste stored?	<u>in compost area.</u>
Spill response	
Does the facility have a spill response plan, and are spill kits readily available?	<u>spill kits present and labeled.</u>
Employee training	
What type of stormwater training do maintenance staff receive?	<u>as noted in interview</u>

- mowers / krt stored in room
- night shift - clean trench drains
 - Sweep large debris etc from storage floor

Storage building
 floor drains to sanitary
 vehicle inspection sheets
 - equipment storage room (spill kit)

fertilizer storage in pole barn

• Brine maker / storage tank area - Beet juice area
 ↳ guidelines for secondary containment (none at this time)
 *piping to oil water separator next to area

• CB conc. → sand
 (CB asph) → storm

• filter sack by salt! → new salt barn on the way left side
 • recycling area clean (outside area)

• water dump - site cleaned out once a week
 - dry debris put in trailer - weighed - amount tracked
 - tarped dumpster - CB to sanitary

• Compost
 - water runoff recycled back to windows / (CB to landfill)
 - bermed area
 - screened compost → junk may need containment
 - berm area for scrap → rubbish removed
 → everything that goes in is inspected
 silt fence not trenched in

• Dumpster leak to ditch - scrap metal - poles in ditch
 • tarp the tire pile

• Mulch pile - sand pile / top soil / finish compost - finish product
 ↳ drainage site for area fund (gully)
 • rip rap pile → C&D landfill

*STOP pushing over the edges
 • vehicle not in use drain fluid

• Vehicle maint
 - floor drains sanitary - once a year lift pits are pumped out as well as oil/water sep.

• Recycling
 ↳ hazardous waste roundup → regular drop offs (paint/batteries)
 - paint build up → talk to SW - hazardous waste

FIELD INSPECTION WORKSHEET

MS4 SWMP Evaluation

MS4 Maintenance Facility Field Inspection Worksheet

Permittee: City of Solon <u>Grantwood Golf Course</u>	
Address of facility: <u>38855 Aurora Rd</u>	Size of facility:
Date of visit: <u>6/22/2010</u>	Time of visit: <u>3:20 pm</u>
Provide the name(s) and title(s) of permittee staff present during inspection	
Name	Title
<u>Don Holub</u>	<u>Director</u>
<u>Buch</u>	
<u>Tom, Leon, Billy, Dan, Rach, Marci</u>	
Evaluator Observations:	
SWPPP or stormwater plan	
Has the maintenance facility developed a SWPPP or stormwater plan?	<u>not yet</u>
Does the plan include a site map, list of pollutant sources, BMPs, and maintenance procedures?	<u>not yet</u>
Does the permittee conduct and document periodic inspections of the facility?	<u>not yet</u>
Are storm drains labeled and free of debris?	<u>flow drains → storm sanitary</u>
Vehicle maintenance, fueling and washing	
Are vehicle maintenance activities conducted in a designated place not exposed to stormwater?	<u>inside building</u>
Are fueling stations properly designed with spill kits nearby? <u>spill kits on the way</u>	<u>fuel tank in back → emergency shut off labeled ✓ gas up front →</u>
Are vehicles washed on-site? Is wash water discharged to the MS4 or sanitary sewer?	<u>rinse mowers off outside → grassy area → grass clippings move to service or create</u>
Material storage	
Are all materials that are potential stormwater contaminants stored under cover or in secondary containment?	<u>secondary cont. on the way. compost when rinsing carts → do in grassy area</u>
Hazardous waste management	
Are all hazardous materials properly labeled and stored to prevent exposure to stormwater runoff?	<u>"Used oil" label please.</u>
Waste management	
Are waste bins covered with waste properly disposed in containers?	<u>new / covered / free of leaks added.</u>
How is landscape waste stored?	
Spill response	
Does the facility have a spill response plan, and are spill kits readily available?	<u>oil in first/second ways - one on cart for emergency</u>
Employee training	
What type of stormwater training do maintenance staff receive?	<u>Be a part of next training program w/ CRWP</u>

control of inside tank 2 walls

FIELD INSPECTION WORKSHEET

MS4 SWMP Evaluation

MS4 Maintenance Facility Field Inspection Worksheet

Permittee: City of Solon <u>Community Park</u>	
Address of facility: <u>6679 Som center</u>	Size of facility:
Date of visit: <u>6/22/2010</u>	Time of visit: <u>2:45 pm</u>
Provide the name(s) and title(s) of permittee staff present during inspection	
Name	Title
<u>Tom, Bill, Dan, Marci, Rachel, Jean</u>	
<u>Chris Kaczmarek</u>	
<u>Brad Nevin</u>	Director <u>Director</u> ← <u>Russ Schneider</u>
Evaluator Observations:	
SWPPP or stormwater plan	
Has the maintenance facility developed a SWPPP or stormwater plan?	<u>not yet</u>
Does the plan include a site map, list of pollutant sources, BMPs, and maintenance procedures?	<u>not yet</u>
Does the permittee conduct and document periodic inspections of the facility?	<u>not yet</u>
Are storm drains labeled and free of debris?	<u>labeled ✓ not free of debris</u> → <u>sect.</u>
Vehicle maintenance, fueling and washing	
Are vehicle maintenance activities conducted in a designated place not exposed to stormwater?	<u>Does not occur here</u>
Are fueling stations properly designed with spill kits nearby?	<u>N/A</u>
Are vehicles washed on-site? Is wash water discharged to the MS4 or sanitary sewer?	<u>mowers are washed → outside in grassy area please</u>
Material storage	
Are all materials that are potential stormwater contaminants stored under cover or in secondary containment?	tractors <u>tractors stored outside</u>
Hazardous waste management	
Are all hazardous materials properly labeled and stored to prevent exposure to stormwater runoff?	<u>gas stored in locked containmen-</u>
Waste management	
Are waste bins covered with waste properly disposed in containers?	<u>all covered.</u>
How is landscape waste stored?	<u>anything collected is taken to service</u>
Spill response	
Does the facility have a spill response plan, and are spill kits readily available?	<u>✓</u>
Employee training	
What type of stormwater training do maintenance staff receive?	<u>interview</u>

vehicles parked in asph. area - CR right under - sed. laden.

→ no SWP 3 needed

implement BMPs here and maintain them

- catch basin inlet protection
- rinse vehicles in grassy area away from CB.